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OCS #752-71

4 MAY 1971

MEMORANDUM FOR: Deputy Director for Science and Technology

ATTENTION : Administrative Officer

SUBJECT : OCS Personnel Movement and Management Report for
Period Covering FY 1971-1980

1. Attached is the Office of Computer Services report concerning Personnel Movement and Management for the period covering Fiscal Years 1971 through 1980. The report consists of the data:

- a. Projected Professional Losses (Work Form 1).
- b. Projected Cumulative Promotional Headroom (Work Form 2).
- c. Promotional Readiness of Professionals (Work Form 3).
- d. Comparison of Promotional Headroom and Promotional Headroom Needed (Work Form 4).
- e. Summary of Promotional Headroom.

2. In determining the professional losses, we included those employees who are currently planning to retire and those who will become eligible for retirement during this period. Other separations were based on attrition data available from historical records and estimates made by the various OCS Division Chiefs. While we assumed no in-hiring above GS-07, in accordance with the instructions for this project, OCS historically has hired employees in the upper grade range and will continue to do so when necessary to acquire special skills.

3. For the purpose of this exercise, I did not feel that the OCS Career Service Panel should engage in a special effort to project individual promotions over the next ten years. Instead, each Division or Staff Chief (all of whom are members of the OCS Career Panel) was consulted individually to determine the promotional readiness of professionals under his supervision. On balance, I suspect that the statistics, in total, will not differ greatly from this approach.

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4. The phenomenon shown in the Summary of Promotional Headroom, specifically a shortage in total headroom of 18 in FY 71-75 and a surplus in total headroom of 17 in FY 76-80, obtains from the normal frailties in long range planning as opposed to short range planning. In this situation the effect of predicting promotions for a known personnel base (those already on board) exceeds the total headroom in the earlier period, whereas the anonymity of new personnel who will be coming into the personnel base in the latter period together with continuing retirements and attrition predictions leads to a surplus in total headroom during the latter period.

5. Another common phenomenon, the continuing movement to higher grade levels for critical skill fields, is clearly evident in the breakdown of total available headroom by grade for FY 71-80.

6. In conclusion, the study has been helpful in forcing us to look at current promotion policies and actions in a broader context and in alerting us to the headroom problems that may be encountered downstream.

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JOHN D. IAMS
Director, Computer Services

Attachments:

As stated.

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ORIGINAL DOCUMENT MISSING PAGE(S):

No attachments